

**EXAMED MEDICAL CENTER
NOTICE ON
DATA PROTECTION AND DATA PROCESSING**

EXAMED Egészségügyi Szolgáltató Kft., hereinafter referred as EXAMED Medical Center wishes to inform data subjects (Patients) of facts related to data processing, in particular the purpose, legal ground and term of data processing, before the commencement of data processing, via this notice on data processing. Information contained in this notice on data processing also covers the rights and remedies available for data subjects in relation to data processing.

We would like to inform you that EXAMED Medical Center – Examed KFT. - mentioned in this Notice on Data Protection and Data Processing is considered Data Controller according to the current legislation.

**Name of the Data Controller: EXAMED Egészségügyi Szolgáltató
Korlátolt Felelősségű Társaság**

Contact information of the Data Controller:

Registered seat: H-1054 Budapest, Akadémia u. 16.

Mailing address: H-1054 Budapest, Akadémia u. 16.

Tax number: 12869628-1-41

Representative: Dr. RUTTNER ZOLTÁN

Medical office's address: H-1054 Budapest, Akadémia u. 16.

Contact of the Data Protection Officer: info@examed.hu

Representative of the Data Controller: Dr. Ruttnerné Kassai Teodóra

I. PURPOSE AND TERM OF THIS NOTICE

(1) The purpose of this Notice is to inform you of the data protection and data processing principles applied by EXAMED Medical Center Private Healthcare Service. The EXAMED Medical Center as Data Controller consents to be bound by the data protection policy specified in this Notice on Data Protection and Data Processing.

(2) When drafting the provisions of this Notice, we took into account in particular the provisions of Regulation (EU) 2016/679 of the European Parliament and the Council (“General Data Protection Regulation” or “GDPR”), Act CXII of 2011 on the right of informational self-determination and the freedom of information (“Infotv.”) and industrial regulations.

II. GENERAL DEFINITIONS, EXPRESSIONS

(1) Personal data: Any data or information making a natural person (“data subject”) directly or indirectly identifiable.

(2) Data Subject: Any identifiable natural person who can be identified directly or indirectly based on their personal data. In our Service, our Patients are data subjects (and in some cases their relatives, too).

(3) Consent of the data subject: Any freely given, specific, informed and unambiguous indication of the data subject’s wishes by which he or she, by a statement or by a clear affirmative action, signifies agreement to the processing of personal data relating to him or her.

(4) Private Healthcare Service Provider: The private clinic where patients seek to receive healthcare and where they are examined and treated. In this case, it is EXAMED Medical Center.

(5) Data Processing: Any operation or set of operations which is performed on personal data, such as collection, recording, organisation, structuring, storage, adaptation, alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, publication, alignment or combination, restriction, erasure or destruction.

(6) Data Controller: The natural or legal person who or which, alone or jointly with others, determines the purposes and means of the processing of personal data.

(7) Data Processor: The service provider which processes data on behalf of the Data Controller.

(8) Data processing performed by Data Processors: Data Processors may not decide independently, they are only entitled to act in accordance with the contract concluded with data controllers and instructions received. After 25 May 2018, Data Processors shall record and process personal data processed by them and transferred by the Data Controllers in accordance with the provisions of the GDPR, and shall make a statement thereof for the Data Controllers. The Data Controllers shall supervise the work carried out by Data Processors.

(9) Recipients: A natural or legal person to whom or which the personal data are disclosed.

(10) Personal data breach: A breach of security leading to the accidental or unlawful destruction, loss, alteration, unauthorised disclosure of, or access to personal data transmitted, stored or otherwise processed.

III. PRINCIPLES AND METHODS OF DATA PROCESSING

(1) EXAMED Medical Center as Data Controller shall process personal data lawfully and fairly, as well as in accordance with the principles of transparency, current legal provisions and the provisions of this Notice.

(2) We process personal data necessary for the provision of Services for the purposes specified in relevant legislation or on the basis of the consent of the Data Subject (Patient), and in compliance with the initial purposes. The scope of processed personal data shall be proportionate to the purpose of data processing, and may not go beyond it.

(3) In all cases where the Data Controller – EXAMED Medical Center – wishes to use the personal data for purposes other than the initial purposes, we inform you thereof, request your specific consent, and provide our Patients with the possibility to object to the processing.

(4) As Data Controllers, we do not check personal data provided to us. Only the person providing personal data (i.e. you) shall be liable for the accuracy of such data.

(5) Where the child is below the age of 16 years, processing of personal data shall be lawful only if consent is given by the holder of parental responsibility over the child. As Data Controller, we are not entitled to check the eligibility of the person giving their consent or the content of their statement, therefore, the Patient and/or the holder of parental responsibility over the Patient shall guarantee that the consent complies with legal provisions.

(6) We do not transfer personal data processed by EXAMED Medical Center to third parties other than Data Processors and Recipients referred to in this Notice.

(7) EXAMED Medical Center shall inform Patients and persons to whom it transferred personal data for data processing of the rectification, erasure of personal data and restriction of processing. This information may only be avoided if this does not violate the lawful interests of the data subject considering the purpose of data processing.

IV. LIST AND PURPOSES OF DATA PROCESSING ACTIVITIES

1. PROCESSING OF DATA RELATED TO HEALTHCARE

When you visit EXAMED Medical Center and seek to receive healthcare services, we indicate your data in the documentation certifying and describing the healthcare service. The purpose of data processing is the promotion of health preservation, improvement and maintenance, contribution to a successful medical treatment, including activities related to professional supervision. We also aim to monitor the health state of Data Subjects and enforce patient rights.

Purposes of the planned processing of personal data: Provision of healthcare services for our patients and its documentation.

Legal basis for data processing: Legal basis for the legal obligation (Act CLIV of 1997 on healthcare; Act LXXXIII of 1997 on the benefits of compulsory health insurance, Ministry of Public Welfare Decree No. 62/1997. (XII.21.) on certain issues related to the processing of health data and related personal data)

Categories of the data subjects involved: Patients receiving healthcare services

Personal data processed: Data necessary for identification and healthcare: name, birthname, TAJ (Hungarian social security number), address and date of birth, healthcare service related data

Recipients of personal data: Nemzeti Egészségbiztosítási Alapkezelő (NEAK)

Data Processor: INFOMIX referral software (betegirányítási szoftver), Synlab Hungary Kft., Medserv Kft., Istenhegyi Géndiagnosztikai Centrum, New Era Genetics Kft., Prof. Czeizel Endre Egészségmegőrzési és Diagnosztikai Központ

Planned duration of data processing: The period specified in Act XLVII of 1997 on the processing and protection of health data and related personal data, Act LXXXIII of 1997 on the benefits of compulsory health insurance, and Ministry of Public Welfare Decree No. 62/1997. (XII.21.) on certain issues related to the processing of health data and related personal data (30 years from the recording of data, in the case of discharge notes 50 years, in the case of diagnostic imaging recordings 10 years in accordance with Paragraph (1) of Section 30 of the Act on Healthcare)

We hereby inform you that should the medical specialist performing your treatment at EXAMED Medical Center consider it necessary for the increase of your comfort and the quality of the service to involve another medical

specialist within the clinic, they may give access to your data related to your treatment for ensuring safe and prompt treatment.

2. PROCESSING OF DATA RELATED TO INVOICES

We process such data when we issue invoices at the time of payment for the services.

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| <i>Purposes of the planned processing of personal data: Financial settlement, adherence to rules on documentation</i> |
| <i>Legal basis for data processing: Legal obligation as legal basis (Act C of 2000 on Accounting, Act CXXVII of 2007 on value-added tax)</i> |
| <i>Categories of the data subjects involved: Those Patients for whom the invoice is issued</i> |
| <i>Personal data processed: Name and invoicing address of the person paying the invoice, eventually the identification code for membership in medical savings schemes</i> |
| <i>Recipients of personal data: Nemzeti Adó- és Vámhivatal</i> |
| <i>Data Processor: INFOMIX referral software, Accounting (Lukácsné Nagy Zsuzsanna, 31520557)</i> |
| <i>Planned duration of data processing: In accordance with Act C of 2000 on Accounting, Act CXXVII of 2007 on value-added tax</i> |

Should you provide the data of your relative or another person (as third person), you shall ensure that you have received consent from such third person.

3. PROCESSING OF DATA RELATED TO LOGIN

Such data shall be processed when you book an appointment at our Clinic before receiving treatment.

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| <i>Purposes of the planned processing of personal data: Contacting Patients for purposes of scheduling appointments, booking appointment</i> |
| <i>Legal basis for data processing: Contractual legal basis</i> |
| <i>Categories of the data subjects involved: Patients seeking to receive healthcare services</i> |
| <i>Personal data processed: Name, phone number, email, medical service, scheduled appointment</i> |
| <i>Data Processor: We do not employ Data processors!</i> |

Planned duration of data processing: We erase data after the end of the year in question.

Should you provide the data of your relative or another person (as third person), you shall ensure that you have received consent from such third person. Should you book an appointment as parent/legal guardian for your underage child, your consent is necessary for the processing of your child's data.

4. PROCESSING OF DATA RELATED TO NEWSLETTERS

The processing of such data occurs when EXAMED Medical Center wishes to inform you of new treatments available at the Clinic and eventual discounts for marketing purposes.

Purposes of the planned processing of personal data: Information of our existing and future Patients for marketing purposes

Legal basis for data processing: Your consent

Categories of the data subjects involved: Subscribers to the Newsletter

Personal data processed: Name, email

Data Processor: We do not employ Data processors!

Planned duration of data processing: Until withdrawal or unsubscription by the data subject.

V. RIGHTS OF THE PATIENT AND HOW TO ENFORCE THEM

1. Information and access to personal data

(1) You as Patient may request information from EXAMED Medical Center on the processing of your personal data, and if such processing occurs, you may request access to your personal data processed by us.

(2) You may contact us in writing in relation to the processing of your personal data at any time. You may request information in registered letter or registered letter with acknowledgement of receipt sent to the address of EXAMED Medical Center or in email sent to info@examed.hu. We consider requests for information sent by mail valid if the Patient may be identified based on the sent request. EXAMED Medical Center considers requests for information sent by email valid only if they are sent from the registered email address of the Patient. This however does not exclude the option that our Clinic may identify the Patient in any other form before providing information.

(3) The request for information may cover the data of the Patient processed by the Data Controller, the origin of such data, the purpose, legal basis and duration of data processing, name and address of data processors (if any), activities related to data processing, and in the case of transferring personal data, the persons who and the purposes for which they receive such data.

2. Right to rectification

(1) You may request EXAMED Medical Center to rectify your inaccurate personal data processed by us. Considering the purpose of data processing, you may request completion of incomplete personal data.

3. Right to erasure

(1) Patients may request erasure of personal data processed by EXAMED Medical Center. **The erasure may be refused if the processing of personal data is provided for in legal regulations.** Therefore, if you see in Chapter IV. "List and purposes of data processing activities", at the data processing in question that the legal basis for data processing is "legal obligation", we cannot erase such data, as their storage is provided for in a legal obligation to which the Data Controller – EXAMED Medical Center – is subject. Such data relate especially to data processing related to healthcare services and invoicing.

(2) We shall inform you of refusal of request for erasure in all cases, indicating the reason for refusing your request. However, data erased after completion of a request for erasure of personal data may not be restored.

4. Right to restriction of processing

(1) You as Patient may request our Clinic to restrict the processing of your personal data, if the accuracy of the personal data is contested by you, for a period enabling the Data Controller to verify the accuracy of the personal data.

(2) You shall have the right to obtain from our Clinic restriction of processing where the processing is unlawful and you as data subject oppose the erasure of the personal data and request the restriction of their use instead.

(3) You shall also have the right to obtain from our Clinic restriction of processing where the Data Controller no longer needs the personal data for the purposes of the processing, but they are required by You for the establishment, exercise or defence of legal claims.

5. Right to data portability

(1) The Patient shall have the right to receive the personal data concerning him or her, which he or she has provided to EXAMED Medical Center, as Data Controller, in a machine-readable format and have the right to transmit those data to another data controller.

6. Right to object

(1) The data subject shall have the right to object to processing of personal data if the processing of personal data occurs for direct marketing purposes.

VI. PROCEDURAL PROVISIONS

(1) Should Examed Medical Center receive a request, we shall handle it as soon as possible, but we shall inform you of the measures introduced based on the request, no later than within 30 days after receipt in writing.

(2) That period may be extended once, but at most by 60 days, taking into account the complexity of the subject matter or any other objective circumstances. We shall inform you of the extension of the deadline in writing, indicating the appropriate reasons for extension.

(3) We provide the first information for free, except for when:

- the Patient requests information or measures repeatedly with basically the same content;
- the request is manifestly unfounded;
- the request is excessive.

(4) Should the data subject request the provision of data in paper or electronic form (on CD or DVD), the Data Controller shall hand over a free copy of the data in the requested manner (except if the selected platform involves a disproportionate effort). The data controller may charge an administration fee for all other copies, and shall inform the data subject thereof in advance.

(5) The Data Controller shall respond to the request in electronic form, unless:

- the data subject specifically requests to receive a respond in another form, and it does not involve unreasonably high extra costs for EXAMED Medical Center;
- or if EXAMED Medical Center does not know the electronic contact of the Data Subject.

VII. SECURITY OF PERSONAL DATA

(1) EXAMED Medical Center stores personal data processed by it in paper and electronic form at its registered office.

(2) For the protection of data processed electronically we apply state-of-the-art solutions which provide an appropriate level of protection. When checking appropriateness, we focus on the amount of risk arising from data processing carried out at EXAMED Medical Center. IT protection ensures that stored data may not be associated or connected with data subjects directly, unless otherwise specified by the relevant legal provision.

(3) EXAMED Medical Center shall make all reasonable efforts to ensure security of the data of Data Subjects (Patients), shall take all necessary technical and organisational measures, and shall establish procedural rules which are necessary for the enforcement of GDPR and other data protection and confidentiality rules.

(4) Data of Data Subjects stored in the data basis of our Clinic may only be accessed by authorised employees of our Clinic to the extent of their level of access.

(5) We ensure that recorded, stored and/or processed data are protected, and we protect them against accidental loss, unlawful destruction, unauthorized use or alteration, and unauthorized dissemination. Our Clinic invites to comply with this obligation all third parties to whom it transfers personal data.

(6) The IT system of our service is protected against unauthorized access with a firewall.

(7) The Data Controller and its Data Processors (if any) shall provide IT systems with protection against fraud, espionage, viruses, attacks, damage and natural catastrophes.

(8) Our Clinic as Data Controller and our Data Processors apply protective mechanisms at server and application level. Our Data Processors guarantee EXAMED Medical Center to apply such protective mechanisms (indicating their exact names) in a statement or agreement.

(9) Devices used for the storage of data are protected by password, and access levels are strictly regulated in accordance with our Service. In the case of documents stored in paper form, we store them in a way that prevents them from unauthorized access. EXAMED Medical Center regulates access to documents stored in paper form by the application of access levels.

(10) Messages transferred to our Clinic on the Internet (in any form) are especially subject to network threats, which may result in the alteration of

information, unauthorized access or other illegal activities. However, our Clinic makes all efforts which may be reasonably expected in accordance with the state of the art to prevent such threats. For this purpose, applied systems are under supervision in order to enable recording of security derogations, obtain evidence concerning security events, and examine efficiency of protective measures.

VIII. HANDLING COMPLAINTS

(1) Your requests related to data protection, your objection, complaints, questions and remarks related to data processing are handled by EXAMED Medical Center.

(2) Should you fail to settle your objection, complaint or requests related to your personal data at our Service, or you consider at any time that a violation occurred or may occur related to the processing of your personal data, you may submit a notification to the Hungarian National Authority for Data Protection and Freedom of Information.

(3) You may directly turn to the Hungarian National Authority for Data Protection and Freedom of Information with your complaint related to data processing:

Nemzeti Adatvédelmi és Információszabadság Hatóság
(Hungarian National Authority for Data Protection and
Freedom of Information)

Registered seat: H-1125 Budapest, Szilágyi Erzsébet fasor 22/c

Mailing address: 1530 Budapest, Pf.: 5.

Phone number: +36 (1)391-1400

E-mail address: ugyfelszolgalat@naih.hu

(4) Should EXAMED Medical Center receive an official inquiry by the competent authorities, it is required to hand over the specified personal data. We only hand over data which are necessary for the purposes indicated by the requesting authority.

IX. PERSONAL DATA BREACH

(1) In the case of a personal data breach, EXAMED Medical Center shall without undue delay and not later than 72 hours after having become aware of it, notify the personal data breach to the competent supervisory authority, unless the personal data breach is unlikely to result in a risk to the rights and freedoms of natural persons.

(2) When the personal data breach is likely to result in a high risk to the rights and freedoms of natural persons, EXAMED Medical Center shall communicate the personal data breach to the Data Subject (Patient) without undue delay, and shall take the measures specified in its internal policy.

EXAMED Medical Center as Data Controller may not use provided personal data for purposes other than the ones specified in this Notice. Data may be transferred to the Data Processors specified in this Notice without obtaining specific consent from Patients. Unless otherwise agreed in legal regulations, provision of personal data to third parties or authorities may take place exclusively on the basis of the decision of an authority or the prior, specific consent of the Patient involved.

X. AMENDMENT TO THIS NOTICE

(1) EXAMED Medical Center reserves the right to modify this Notice at any time without prior notification or update it and publish the updated version. All modifications may be valid only for the personal data collected after publication of such amended versions.

Please, consult our Notice regularly to monitor changes, and get information on how such changes affect you.

Date on which this Notice enters into force: October 1, 2018.

EXAMED KFT.
Dr. Ruttner Zoltán